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## **CITY OF HOUSTON**

# **Job Posting**

Applications accepted from: **ALL PERSONS INTERESTED** 

Job Classification SEMI-SKILLED LABORER

Posting Number PN# 109789

Department **Solid Waste Management** Division **North Operations** Collections Section

Reporting Location 1506 Central\*

Workdays & Hours Wednesday - Sunday 10:00 a.m. - 7:00 p.m.\*

\*Subject to change

### 9 **DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS**

Verifies documents received from citizens. Performs inspections of all loads entering the depository site making sure prohibited items are not in the load. Monitor activity on ramp. Communicates with supervisor/manager to provide information for daily reports and records. Answers citizens questions and Communicates with provide vital information to enhance their knowledge of depository rules and policies Keeps the depository site ramp and surrounding grounds within 25 feet of the site clear of litter and debris. This position requires walking, standing, bending, stooping, typing, answering the phone. The position involves indoor/outdoorworking conditions.

### 10 **WORKING CONDITIONS**

There are routine exposures to significant levels of heat, cold, moisture and air pollution. The position may involve periodic exposure to chemical substances and physical trauma of a minor nature such as cuts bruises and minor burns.

### 11 **MINIMUM EDUCATIONAL REQUIREMENTS**

Ability to read write, add subtract and follow oral and/or written instructions as might normally be acquired through 9 to 11 years of formal schooling.

### **MINIMUM EXPERIENCE REQUIREMENTS** 12

Six (6) months of related experience is required.

### 13 MINIMUM LICENSE REQUIREMENTS

Must have a valid Texas class C driver's license and comply with the City of Houston's policy on driving. (AP2-2)

14 **PREFERENCES** None

SELECTION/SKILLS TESTS REQUIRED None

### 16 ■Yes SAFETY IMPACT POSITION Nο

If yes, this position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.

## 17 **SALARY INFORMATION**

Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The salary range for this position is:

<u>Salary Range - Pay Grade 6</u> \$617 - \$846 Bi-Weekly \$16,042 - \$21,060 Annually

18 **OPENING DATE** April 12, 2006 19 **CLOSING DATE** April 18, 2006

### **APPLICATION PROCEDURES** 20

Original applications only and resumes are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker St., 1<sup>st</sup> floor. Our TDD (Telephone Device for the Deaf) phone number is (713) 837-9471. For application status inquiries, please call (713) 837-9211. All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided.

An equal opportunity employer